

Accreditation Steering Committee (ASC)
Approved Minutes
August 30, 2011
3:30 p.m. - 5:00 p.m.
Collins Conference Center

Attendees: Hamid Eydgahi, Joyce Ester, Nan Gomez-Heitzeberg (co-chair), Diana Kelly, Becky Mooney (co-chair), Ann Morgan, Kate Pluta (co-chair), Kirk Russell, LaMont Schiers, Renee Trujillo, Rachel Vickrey, Sue Granger-Dickson, Bernadette Towns, Bonnie Suderman and Billy Barnes

Absentees: Klint Rigby, SGA

1. Review and approve August 23, 2011 minutes

- Minutes were emailed to Nan Gomez-Heitzeberg and Kate Pluta.

2. Report on action items from August 23, 2011 meeting

- Kirk moved all the Public ASC documents to the Share Points. They are accessible now in one place along with the other committee documents.
- Sue Granger-Dickson completed combining the quarterly documents.

3. SEC Update - need handout?

4. Reminder: BOT accreditation report due to district by noon on September 12th. Kate Pluta asked that the group review the last three quarterly reports from 2010-2011 and the ACCJC rubrics sent Monday the 29th of August and also to discuss what all should be included. Rebecca Mooney was not sure that the author's of the summaries knew others would see the documents in the quarterly reports. Kate Pluta suggested given access to the BOT to SharePoint but some of the group didn't think the BOT would search through the data on the site. Rachel Vickery felt it was a good reference source as well as the previous accreditation visit in 2006. College Council may have those notes.

5. Self Evaluation editor

Kate Pluta and Becky Mooney meet with Greg Chamberlain on August 29th and discussed the position requirements, selection process and compensation for the Self Evaluation editor. **(Please see August 30th agenda for details)** Greg Chamberlain would like for all involved in the process to be there from start to finish and completed by May. It was decided that the February 7th date for the editor to present to ASC would work best to meet the timeline for an April submission to the district. The question was posed if the editor would be able to attend the ASC meeting and Nan Gomez-Heitzeberg stated that there was no pay for that. Kate Pluta asked ASC if they needed the editor to have a certain skill, to direct those questions to her.

Action: Office of Academic Affairs to confirm the survey team arrival date to BC.

6. Survey status update- Joyce and Bonnie

(Please see August 30th agenda for details). The survey will be sent out on September 30th and they will have one week to complete with an October 6th due date.

7. Student members

8. Subgroup for Integrated Program Review volunteers?

9. Problem-solving request

Ann Morgan would like to have ASC to decide the best way to evaluate the planning processes after the Accreditation focus since its part of the first Recommendation.

Adjourned- Next Meeting: Tuesday, September 13, 2011
3:30 p.m. - 5:00 p.m.
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